



CUYAHOGA COUNTY LAND REUTILIZATION CORPORATION
MINUTES AND ACTIONS OF BOARD OF DIRECTORS'
REGULAR QUARTERLY MEETING OF
June 26, 2020

LOCATION: Caxton Building
812 Huron Road E., Suite 830
Cleveland, OH 44115

DATE/TIME: June 26, 2020; 10:00 A.M. ET

PURPOSE: Regular quarterly meeting to consider the following business:

1. *Call to order by the Chair.* The regular quarterly meeting of the Cuyahoga County Land Reutilization Corporation (the "CCLRC") was held June 26, 2020 at 812 Huron Road, E., Suite 830, Cleveland, Ohio and called to order at 10:08 a.m. A quorum of the Board was present: Chairman Anthony Brancatelli, Kahlil Seren, Representative of Cuyahoga County Council President Dan Brady, Mayor Brad Sellers, William Mason, Representative of County Executive Armond Budish and Michael Summers, were present via the Zoom Platform in accordance with Sub H.B. 197 and in person. Ms. Tania Manesse of the City of Cleveland was present via Zoom on behalf of Chief Edward Rybka of the City of Cleveland.

2. *Approval of the minutes of the December 20, 2019 regular quarterly meeting.* The minutes of the December 20, 2019 meeting were distributed. A motion for approval of the minutes was made by Mayor Brad Sellers, seconded by Mr. Seren, and approved by voice vote without objection.

3. *Staff Reports:*

o President's Report:

- Completion of 2019 Annual Audit - The 2019 Annual Audit has been completed and conveyed directly by the Ohio Auditor of State to the Board members. The CCLRC has received a clean audit for the past eleven (11) years. A recommendation by the auditors is for the CCLRC to amend its credit card policy to comply with the guidelines of HB 312. A resolution adopting the credit card policy as amended is to be considered by the Board at this meeting.
 - BOR Update – CCLRC staff has met with the administrator of BOR who provided an update on the current status of Board of Revision tax foreclosures and that Board of Revision tax foreclosures will begin. Title companies have indicated a willingness to insure Board of Revision tax foreclosures in light of the outcome of the *Feltner* Ohio Supreme Court case.
 - Litigation Update – The CCLRC Board was informed that two additional lawsuits have been filed, one in Montgomery County and one in Cuyahoga County, as it relates to direct transfer of properties from the Board of Revision. Motions to dismiss have been filed in both cases, but no rulings on the motions have been issued. The Cuyahoga County case is moving through the discovery process with depositions being taken and expert witnesses interviewed.
 - Legislation – At the time of this Board meeting, there are no updates on legislative activities. The CCLRC is awaiting introduction of the legislation into the Senate and the House.
 - Contractor Update - A list of the demolition contractor expenditures and field service provider expenditures was distributed to the CCLRC board. As of the date of this meeting, no demolition contractor or field service vendors have reached the contractor limit for notification to the CCLRC Board.
- Cuyahoga Land Bank Charities – Cuyahoga Land Bank Charities was created as a 501(C)(3) as a grant giving arm of the CCLRC for providing grants to special population groups and to assist with the CCLRC's Impact event of last October. Cuyahoga Land Bank Charities is the philanthropic arm of the CCLRC. Mr. Frangos informed the CCLRC Board that Cuyahoga Land Bank Charities' board currently consists of select staff of the

CCLRC but will be expanded and developed as the mission and philanthropic work of the Charities expands. The CCLRC board is an integral part of Cuyahoga Land Bank Charities.

- Ms. Kim Kimlin presented the Report of Chief Operating Officer:
 - Production Report –
 - The CCLRC Board was provided with an updated version of the production report. The report was reformatted to provide further information on development projects and deed in escrow projects. As of May 31, the CCLRC has acquired 11,907 properties, disposed of 8,283 properties and demolished 8,697 properties.
 - Demolition Funding Report -
 - County Demolition Program – The CCLRC Board was informed that we have applied for \$2.8 million of funds that the County has clawed back from prior rounds of the County demolition program.
 - HHF Demolition Program – The Board was informed that last Fall, CCLRC was awarded \$1.6 million of HHF funding clawed back from other Ohio land banks. At this time, only thirty houses remain to be demolished with HHF funds.
 - The December 31, 2019 year-end financial statements along with the May 31, 2020 year-to-date financial statements that had been distributed to the Board prior to the meeting were discussed. Ms. Kimlin informed the Board that a line item of “unbilled HHF Costs” has been added to the balance sheet per the recommendation of the auditors. Mr. Seren requested that more detail be provided to him on what is included in the YTD Other Office Expense line item. Mr. Pavlovich said that he would send this to Mr. Seren by e-mail following the meeting.
 - Audit – Ms. Kimlin recognized before the Board, Ron Pavlovich, the Chief Financial Officer, and expressed her appreciation for his leadership and all of his department’s hard work on this year’s audit process.
 - 2020 Budget Amendments – The CCLRC amendments to the 2020 budget that had been distributed to the Board prior to the meeting were discussed.
 - County Housing Program Report and Budget Update – The program budget for CCLRC’s implementation of the County Housing Program had been provided to the Board prior to the June 26, 2020 board meeting. Discussion was held about the program including allocations of funds to subsidize housing being developed by the CCLRC and by others aimed at strengthening the housing market within the Emerging Market boundary. In response to an inquiry by Ms. Menesse, Ms. Kimlin clarified, that while the CCLRC would serve as fiscal agent for the Homeowner Assistance component of the program, that this component would be administered by third-party providers being selected by the County Department of Development.
- Mr. Dennis Roberts provided the Board with a presentation on Real Estate Development activities of the CCLRC.

4. **Resolution 2020-2 – Approving Amendments to the Fiscal Year 2020 Budget of the Corporation.** There being no further discussion on the Amended Budget and Resolution 2020-2, Kahlil Seren offered for consideration and adoption Resolution 2020-2. Mayor Sellers seconded the motion.

Resolution 2020-2 was unanimously adopted.

5. **Resolution 2020-3 – Adopting a Policy Relating to the Use of a Corporate Credit Card.** There being no further discussion on the updated policy of the corporate credit card for the CCLRC, Mayor Summers offered for consideration and adoption Resolution 2020-3. Mayor Sellers seconded the motion.

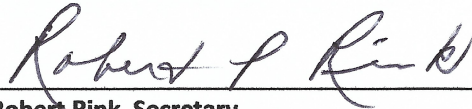
Resolution 2020-3 was unanimously adopted.

6. *Other Business:* Councilman Brancatelli informed the Board that the CCLRC is adapting under the current COVID crisis. Operations are moving forward. Staff is alternating between the office and working from home. Social distancing practice is taking place along with the CCLRC providing a clean and safe working environment.

6. *Public Comment:* – No public comment.

7. *Adjournment:* There being no more business to come before the meeting, Mayor Sellers moved that the meeting be adjourned. His motion was seconded by Treasurer Murray and the motion carried unanimously. The meeting was adjourned at approximately 11:43 a.m.

I hereby certify that the minutes related to the Board of Directors' regular quarterly meeting of June 26, 2020 set forth above are the minutes approved by the Board of Directors at their meeting of September 25, 2020.



Robert Rink, Secretary
Cuyahoga County Land Reutilization Corporation